

Information for Internship or Postdoctoral Training Programs Closing their Program

1. Fulfill current obligations to your current interns:

Complete a Supervised Professional Experience form for each intern that summarizes all the clinical and supervision hours accrued during the intern's time in your program.

Submit to the California Board of Psychology the Supervision Agreement Form signed at the beginning of internship training and the Supervised Professional Experience form completed at the end of training for each intern.

2. Fulfill future obligations to all interns who have ever trained in your program:

Records related to clinical training must be preserved indefinitely. Former interns should be able at any time to provide the name of their internship or postdoctoral training program to credentialing or licensing bodies and be assured that the program, or its designated agent, will reply promptly to confirm information about training.

The Association of State and Provincial Psychology Boards has a program to “ensure that psychology interns, residents and trainees can maintain access to their graduate psychology training documents in the event a training program is closed...” This program is called the “... ASPPB Closed Training Program Verification Service. ASPPB will permanently and safely store trainee records indefinitely at no charge (other than the cost to ship the records to us) in the event that your institution decides to close the training program.”

You can get more information about the ASPPB Closed Training Program Verification Service from this website: <http://www.asppb.net/i4a/pages/index.cfm?pageid=3542>